

**UNIVERSITY OF NORTH DAKOTA  
DOCTORAL ORIENTATION SEMINAR  
EDL 503, 2 CREDITS  
SUMMER 2005**

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**Office Hours**

We are available to meet with you to discuss class work, your degree program and other topics. You can make an appointment at your convenience. We answer Email messages within one day when internet access is available to us.

**Possible Changes to Class:**

This is a draft syllabus and should be considered as tentative. The syllabus will be reviewed in the first class session and modified according to the class discussion. Weather problems, unanticipated problems, instructor judgment, or student interest may result in changes in the projected plan.

**Disability Statement**

If you have emergency medical information to share with us, if you need special arrangements in case the building must be evacuated, or if you need accommodations in this course because of a disability, please make an appointment with one of us. We will schedule a time with you either by email or by phone. If you plan to request disability accommodations, you are expected to register with the Disability Support Services (DSS) office (190 McCannel Hall, 777-3425 v/tty).

**CATALOG DESCRIPTION:**

This course provides an orientation to doctoral study.

**COURSE OUTCOMES**

1. To begin to develop as a community of students/practitioners/scholars.
2. To be introduced to the concept of scholarly writing and research.
3. To learn the requirements of the doctoral program and the academic program requirements.
4. To provide an overview/refresher of the tools (Blackboard, IRB [Human Subjects]) and skills (Library databases, APA Style) you will need for your academic coursework.

## **EXPECTATIONS OF FACULTY, GRADUATE STUDENTS, AND THE CLASSROOM ENVIRONMENT**

We will discuss the expectations that we have of each other as well as our expectations of the classroom environment. Some expectations include:

### **Academic Integrity**

As graduate students, it is assumed that you understand the concept of intellectual property and the ethical standards of scholarship. It is expected that the work you submit is your own, that it is only being submitted for this class, and that you have attributed credit to appropriate sources. If you have questions about what behavior constitutes academic integrity, please raise questions in class or with the instructor.

### **Attendance**

Class participation is integral to your learning and the learning of others in the classroom. Since attendance is a prerequisite for participation, attendance is important. Expectations for class attendance are similar to expectations for work attendance; if you know you will miss a class session, please inform the instructor. Prior notice is expected for an absence.

### **Deadline on Homework Assignments**

Homework is due on the assigned date at the start of class. If you are unable to complete an assignment on the due date, please make alternate arrangements with the instructor as early as possible and prior to the due date.

### **Electronic Devices:**

Please either disable cell phones and pagers or otherwise ensure that phone calls do not disrupt the class. Family emergencies, of course, are understandable and acceptable disturbances, but personal phone calls are not. If you are on call for your job, please let the instructors know at the start of class. If you must take a phone call, please leave the classroom.

### **REQUIRED TEXTS:**

American Psychological Association. (2001) *Publication Manual of the American Psychological Association* (5th Edition). Washington, DC: APA

UND Graduate School. (2004) *Graduate School Handbook: Doctoral Degree* Grad Forks, ND: UND. Available at <http://www.und.edu/dept/grad/html/resources.html>

*The Chronicle of Higher Education*. (Available online at <http://www.chronicle.com>, username: 22144765; password: 2cflib65)

## COURSE REQUIREMENTS

1. Establish a UND email account; set up UND email so that you access your UND email regularly. Due 5 June 2005.
2. Complete a Program of Study form that is signed and ready to be submitted to the Graduate School. Due 10 July 2005.

During the first class session you will receive a planning form for your Program of Study. Using transcripts from your prior degrees, you should develop and submit a proposed Program of Study. Once your proposed plan is accepted, you will complete the Program of Study form on the graduate School website and submit it with your signature to be filed. The signed form is due 10 July 2005.

3. Participate in Blackboard threaded discussions on Expectations for Graduate Study. Completed between 6 June 2005 and 26 June 2005

Students are expected to participate with their classmates in a threaded discussion on Blackboard. The threaded discussions will focus around your rights and responsibilities as doctoral students. Each discussion begins with a question:

- What are the expectations you have of yourself as a professional and a doctoral student?
- What expectations do you have of your peers as classmates? As professional colleagues? As members of a professional learning community?
- What are your expectations for a quality learning environment in the classroom? What conditions create a successful classroom environment? How will students conduct themselves? How will faculty conduct themselves?
- Students will be expected to work in small groups to complete class assignments and to make presentations. What expectations do you have of your peers for group work? How will students manage the group when classmates are not contributing in productive manner? When they are not contributing to the group?
- What expectations do you have of faculty members?
- What are the characteristics of a professional learning community? What do the members of this doctoral cohort need to do to develop that learning community?

Students are expected to make one original posting for each discussion question; the first three postings should be made between June 6 and June 13; the second set of postings should be made between June 14 and June 21. Students are expected to comment on other students' original posting three times each week (June 6, June 13, and June 20).

4. Submit an annotated bibliography containing six entries, cited in APA Style.

Select a topic about an education issue of interest to you. This assignment is intended to accomplish three purposes: to practice APA Style and the library skills that you learned in the first class session; to begin a habit of maintaining good documentation of scholarly

sources that you will use throughout your doctoral studies and professional career; and introduce you to the different types of writing that are available on scholarly topics.

You will identify six articles about the topic: two articles should be from research journals, two articles are to be from professional journals, and two articles may be from popular media including websites. The following are examples of each type of publication:

<b>K-12 Education</b>	<b>Higher Education</b>
Research <ul style="list-style-type: none"> <li>• <i>Educational Administration Quarterly</i></li> <li>• <i>School Administrator</i></li> <li>• <i>Education Policy Analysis Archives</i></li> <li>• <i>AERA Journal</i></li> <li>• <i>American Education Research Journal</i></li> <li>• <i>Ed. Ad. Quarterly</i></li> </ul>	Research <ul style="list-style-type: none"> <li>• <i>Research in Higher Education</i></li> <li>• <i>Review of Higher Education</i></li> <li>• <i>Journal of Higher Education</i></li> <li>• <i>Innovative Higher Education</i></li> <li>• <i>Journal of College Student Development</i></li> <li>• <i>NASPA Journal</i></li> </ul>
Professional <ul style="list-style-type: none"> <li>• <i>Phi Delta Kappan</i></li> <li>• <i>Educational Leadership</i></li> </ul>	Professional <ul style="list-style-type: none"> <li>• <i>Change</i></li> <li>• <i>About Campus</i></li> </ul>
Popular Media <ul style="list-style-type: none"> <li>• <i>Education Weekly</i></li> </ul>	Popular Media <ul style="list-style-type: none"> <li>• <i>The Chronicle of Higher Education</i></li> </ul>

**COURSE GRADING:**

Students will receive an S (satisfactory) or a U (unsatisfactory) grade for the course. The grade will be determined by completion of the following:

Establish an email account	15%
Participation – Classroom	20%
Participation - Blackboard	20%
Program of Study	20%
Annotated Bibliography	25%